

Capital Improvements Subcommittee Minutes
Thursday, October 6, 2016
4:00 PM – 6:00 PM
4th Floor Conference Room, Town Hall

Capital Improvements Subcommittee Members present: David Pollak (Chairman), Helen Charlupski, and Barbara Scotto.

Capital Improvements Subcommittee Members absent: Rebecca Stone.

Other School Committee Members present: Beth Jackson Stram.

School Staff present: Mary Ellen Dunn, Matt Gillis, and Robin Coyne.

Town Staff present: Director of Public Buildings Charlie Simmons.

Others present: Advisory Committee members Carla Benka and David Lescohier, and Brookline Music School Executive Director Betsy Frauenthal.

The meeting was called to order at 4:00 PM.

1) Progress report and discussion of draft Public Schools of Brookline Capital Needs Assessment (CNA)/Facility Report Cards

Mr. Gillis presented a draft of the format he is working on for the school-by-school CNA/Facility Report Cards. Ms. Charlupski said that she will forward the School Buildings History document that had been created by Greer Hardwick some years ago. Mr. Pollak suggested that the document must address both programmatic and functional adequacy and provide a baseline assessment of how each facility is and is not meeting our needs. As an example, it should describe classrooms and list how many fully adequate classrooms there are at a school (along with a definition of what that means) as well as describe the sub-standard classrooms that are now in use. The same should be done for all other program spaces including outdoor program spaces. The document should also provide information on all building systems such as heating, plumbing, roofing, windows, connectivity and security including upgrade history and projected future capital project upgrade needs (when, what, and how much it will cost). Ms. Scotto stated that we should also quantify and describe informal teaching spaces, group learning spaces, pull-out spaces, etc. that may not easily fit onto a conventional space program matrix.

5) Discussion of Building Committee Structure and Responsibilities

The Subcommittee reviewed Mr. Bott's October 3, 2016 memo regarding a Request for Brookline High School and 9th Elementary School Building Committees (Attachment A). Mr. Pollak explained that there is nothing in the Town By-laws about building committees and under Article 3.7 of the Town By-laws, town building projects are under the authority of the Building Commission. The Devotion project had a building committee as a requirement of the Massachusetts School Building Authority (MSBA). The Town has had building committees for all recent major building projects and there is general agreement that these have been successful. The proposed composition of the Building Committees was developed earlier this year by Interim Superintendent Joe Connelly, Building Commissioner Dan Bennett, and Town Administrator Mel Kleckner. The recommendation is to have the Building Committee be advisory to the School Committee, Board of Selectmen and Building Commission, and have three co-chairs representing each of these boards. Ms. Charlupski suggested that it be Town Administrator *or designee*. Ms. Benka stressed the importance of clarifying the Committee's charge and authority.

6) Review of the Proposed Lease with the Brookline Music School (BMS)

Ms. Dunn presented the proposed lease with the BMS (Attachment B), which would extend the lease of the property for 20 years starting when the last lease extension lapsed in May, 2014. Town Counsel will be doing a final review, so the Subcommittee may wish to recommend approval, pending Town Counsel's approval as to form. In response to a question from Ms. Charlupski, Ms. Dunn stated that the lease includes a monitoring plan, but does not obligate the BMS to complete work by a certain time. Mr. Simmons was comfortable with this and noted that over the past 20 years, work has been done in a timely manner. In response to a question from Ms. Charlupski, Ms. Frauenthal stated that scholarships are provided to Public Schools of Brookline students, but also to residents who are younger and older. Ms. Dunn noted that this lease incorporates all relevant historical documents and includes as an exhibit a work log that will be updated annually.

Ms. Charlupski expressed deep appreciation for the Brookline Music School, both the work they do and their level of collaboration, but expressed concern with the length of the lease. We do not know what will happen with the 9th school and are in a situation now that is unknown. The property is too important to sign away for twenty years. She believes it is her fiduciary responsibility to vote no on this lease at this time. Mr. Pollak stated that this not an ideal space for the Public Schools of Brookline. The ground floor is useful, but is not a lot of space. The BMS helps to advance our core values and mission. He is satisfied that this is the highest and best use for this property, given its historical nature and limitations, and given the current use and agreement for future use of the ground floor space by the Lincoln School. Ms. Scotto stated that Brookline Music School is a cultural institution we need to support. The building is on the National Register and is protected from certain changes. In response to a question from Ms. Stram, Ms. Benka stated that she believes the BMS original request for a 20-year lease was to help with fundraising.

On a motion of Mr. Pollak and seconded by Ms. Scotto, the Subcommittee voted two in favor (Mr. Pollak and Ms. Scotto) and one opposed (Ms. Charlupski) to recommend that the School Committee approve the third extension to lease of the Kennard House to the Brookline Music School, which would extend the Music School's lease of the property for twenty years, pending Town Counsel's approval as to form.

7) Discussion of Redistricting Methodology and Enrollment Projections Methodology

Ms. Dunn referred to her October 3, 2016 memo regarding Enrollment Projections & Reporting, District boundary Update, Policy Revision Consideration, and Enrollment Projection as of October 1, 2016 (Attachment C). She will be presenting the report to the School Committee on October 13, 2016. The maps show where the children live, not where they are enrolled.

8) 9th Elementary School Updates/New Materials

Mr. Pollak stated that later this evening, the School Committee will have a discussion on 9th Elementary School site options. The School Committee and Board of Selectmen will have a Joint Meeting on October 13, 2016 for a discussion and proposed vote to select a 9th elementary school site.

The meeting adjourned at 6:00 PM.